



Washington State Conservation Commission

July 7, 2006

TO: Commission Members

FR: Debbie Becker

**RE: FY 07 Capacity Building Grants
Documents Attached**

The attached document outlines the staff recommendation for the FY 07 Capacity Building grants to qualifying conservation districts.

Total available for distribution for the period of July 1, 2006 – July 1, 2007 is \$100,000

- ✦ Grant Application sent to CREP districts April 6, 2006 with a due date of May 9, 2006
- ✦ Ranking and Review was done by:
 - Doug Rushton, Thurston CD Supervisor, John Larson, WACD Executive Director
 - All Grants Staff & All Regional Managers
- ✦ The same ranking sheet and ranking team was used in this process as was used in the 2006.
- ✦ Not all districts received their full request. Some were adjusted based upon the support for a particular intermediate outcome.
- ✦ Official Ranking – *please note that the ranking on score sheet will look different due to one scorer's numbers that did not get saved.*
 - Warden
 - Central Klickitat
 - Clark
 - Kittitas
 - Eastern Klickitat
 - Ferry
 - Whidbey Island
 - Benton – deemed ineligible – assessment release
 - Underwood
 - Pine Creek
 - Pend Oreille
 - Okanogan
 - Pacific
 - Mason

Attachments

- Grant Application
- Ranking Sheet Scores
- District Map
- Comparison 2006-2007

Staff Recommendation: Approve as presented

Thank you for considering this matter.



Washington State
CONSERVATION COMMISSION
PO BOX 47721
OLYMPIA, WA 98504-7721

FY 2007 Capacity Building Grant Application

∂ Background / Ultimate Outcome

The Washington State Legislature appropriated \$100,000 for FY07 to the Washington State Conservation Commission to distribute Capacity Building Grants to conservation districts. These funds are to be competitively awarded and used to support the critical infrastructure of conservation districts in meeting locally identified goals.

∂ Eligibility

Conservation Districts who did not receive an award from the FY 2006 Capacity Building Grants are eligible to apply for a FY 2007 Capacity Building Grant.

∂ Application Process

In order to complete the grant application process, you must meet the eligibility criteria and have the original, signed documents **in our office by 5 p.m., May 9, 2006:**

1. FY 2007 Capacity Building Grant Application
2. District Financial Report dated March 31, 2006 with narrative identifying need and any special circumstances shown on the financial report, including funds that are encumbered.

An eligible district may submit only one grant application packet. The total amount applied for cannot exceed \$20,000.

A rating committee selected by the Conservation Commission will review the applications and submit the recommendations to the Conservation Commission Members for approval at the May 2006 meeting. Approvals will be announced in June and actual awards will be issued July 1, 2006.

∂ Grant Timeline

July 1, 2006 through June 30, 2007.

∂ Questions

If you have any questions, please feel free to call or email your Regional Managers or a member of the Grant Staff. Application packets can also be found on our website at http://filecab.scc.wa.gov/index.html?DIR=Grant_Applications/FY2007_Capacity_Building_Grant_Application

∂ Instructions

Please read all directions carefully. This application is designed to become the official contract and scope of work.

- ✦ Section #1 – Basic Grant Information
- ✦ Section #2 – Intermediate Outcome

Below is the Intermediate Outcome Focus list and example. These items are the focus areas for this grant. Please use the list to determine what will be your Intermediate Outcomes. If you do not select one from below, please make sure to explain it well in your Intermediate Outcome and deliverables. If it is not clear, the rating committee will have trouble trying to rate the activity accurately.

Intermediate Outcomes Focus List	
Annual and/or long range planning	Locally led planning participation
Supervisor/Associate Supervisor training	Supervisor/Associate Supervisor attendance at WADE and/or WACD
Development of a strategic plan for funding	Implementing an assessment or other long term funding
Conducting stakeholder and/or partnership meetings	Communications development and enhancement
Start-up funds for a new program	Identification and application for new sources of grant funding
District Employee capacity building training for outreach, communications, planning, program development, administrative, management, and/or personnel needs	Other (provide description)

Example
<p>INTERMEDIATE OUTCOME 2.1: Supervisor/Associate Supervisor training.</p> <ul style="list-style-type: none">✦ <i>Deliverables: Enhance the District's understanding of issues through training and peer interactions</i><ul style="list-style-type: none">➤ Send one District Supervisor or Associate Supervisor to WADE➤ Send at least one District Supervisor or Associate Supervisor to the WACD Annual Meeting✦ <i>Completion Date: June 30, 2007</i>

✦ Section #3 – Budget

This section is used to create and define your budget total requested in this grant. List your defined Intermediate Outcomes in a **prioritized order** and the cost for each Intermediate Outcome. This will indicate to the rating committee the priority that they should be funded.

✦ Section #4 – Match

The grant request divided by 9 will provide you the minimum dollar value of match required. This total and the grant request will reflect the Total Project Cost.

✦ Section #5 – Certification

Certify that the information submitted in the application is true and correct and that the person signing this application is legally authorized to sign and submit on behalf of the district.

✦ Section #6 - Additional Material Required – Financial Determination

Please submit a copy of the district financial report from March 31, 2006. Indicate on a separate sheet the financial need of the district as well as any special circumstances shown on the financial report.

<p>Special Note: YOU CHOOSE -- you do not need to have multiple Intermediate Outcomes. You may also have more Intermediate Outcomes than space listed on the application. Simply attach an additional sheet.</p>



Washington State
CONSERVATION COMMISSION
PO BOX 47721
OLYMPIA, WA 98504-7721

**Washington State Conservation Commission
Capacity Building Grant Application / Contract**

SECTION 1

Basic Grant Information	
1. District Name and Address	
2. District Contact Person and Phone #	
3. Federal Tax ID Number	
4. Grant Award Requested	
5. Match Amount Pledged toward Request	
6. Total Project Cost Requested	
7. Short Project Title	
8. Project Duration	July 1, 2006 – June 30, 2007

SECTION 2

Ultimate Outcome: Increase or enhance a Conservation District's ability to strengthen their infrastructure, increase operational effectiveness, and/or increase the district's capacity to assist local land managers as they address the natural resource issues in their district.

INTERMEDIATE OUTCOME 1.1: Please Identify

Deliverables: Please Describe

- Please Describe
- Please Describe

Completion Date: Please Define

INTERMEDIATE OUTCOME 2.1: Please Identify

Deliverables: Please Describe

- Please Describe
- Please Describe

Completion Date: Please Define

INTERMEDIATE OUTCOME 3.1: Please Identify

Deliverables: Please Describe

- Please Describe
- Please Describe

Completion Date: Please Define

INTERMEDIATE OUTCOME 4.1: Please Identify*Deliverables: Please Describe*

- Please Describe
- Please Describe

*Completion Date: Please Define***INTERMEDIATE OUTCOME 5.1: Please Identify***Deliverables: Please Describe*

- Please Describe
- Please Describe

*Completion Date: Please Define***SECTION 3****Budget Breakdown**

Please list your identified Intermediate Outcomes and insert the Total Project Cost needed to complete the Intermediate Outcome. *(Total Project Cost = the total amount of grant funds and your match necessary to complete that Intermediate Outcome)*

<i>Prioritization #</i>	<i>Intermediate Outcome #</i>	<i>Intermediate Outcome</i>	<i>Outcome Cost</i>
Total Project Cost			

SECTION 4**Match Breakdown**

<i>Match Source</i>	<i>Amount</i>
Total	

SECTION 5

Certification

By signing below, I certify the following:

- I am legally authorized to sign applications and agreements on behalf of the conservation district;
- All of the information submitted in this application and agreement is true and correct to the best of my knowledge
- If this application is ranked and awarded funding the conservation district acknowledges and accepts the terms of this contract.

Print Conservation District Authorized Signatory	Sign Conservation District Authorized Signatory	Date

SECTION 6

Provide a copy of the District Financial Report dated March 31, 2006 with narrative identifying need and any special circumstances shown on the financial report, including funds that are encumbered.

This section is for use by the WSCC Grant Staff ONLY

Grant Award

Was this application chosen to receive a CB Grant Award?

Yes		No	
Initialed by:			

If this application was chosen to receive a CB Grant Award, how much was awarded?

The following Intermediate Outcomes are funded through this grant:

Washington State Conservation Commission Capacity Building Grants
Staff Recommendation for 2007 Awards and 2006 Award Information

Applicants	2007 Amount Requested	2007 Amount Awarded	2006 Award	2006 Amount
Benton	15,103	-		
Central Klickitat	3,650	3,650	yes	9,430
Chelan	15,510	-		
Clark	16,300	14,300		
Cowlitz	13,500	-		
Eastern Klickitat	2,925	2,925	yes	8,820
Ferry	8,000	8,000	yes	5,000
Foster Creek	15,000	-		
Grant	10,893	-	yes	9,990
Grays Harbor	8,100	-		
Jefferson	20,000	-	yes	8,000
Kitsap	3,500	-		
Kittitas	10,000	10,000	yes	7,716
Mason	20,000	8,698		
Okanogan	9,125	9,125	yes	7,995
Pacific	15,000	2,000	yes	9,000
Palouse	10,000	-		
Palouse-Rock Lake	5,000	-		
Pend Oreille	9,000	9,000		
Pine Creek	17,100	8,700	yes	8,622
San Juan	5,000	-		
Snohomish	20,000	-		
Underwood	2,202	2,202	yes	6,444
Wahkiakum	15,000	-		
Warden	6,400	6,400		
Whidbey Island	15,000	15,000	yes	15,000
Whitman	6,918	-	yes	3,983
	\$ 298,226.00	100,000	12 districts	100,000

13 districts

2007 Capacity Building Grant Program



July 2006

RANKING SHEET

FY 2007 CAPACITY BUILDING GRANT APPLICATIONS

Conservation District	Ultimate Project Outcomes (Ranking from -10 to +10)	Capacity Building Need (Ranking from -10 to +10)	District Financial Need (Ranking from -10 to +10)	Outcomes Compared to District Needs (Ranking from -10 to +10)	Total
Central Klickitat	44	53	34	44	195
Kittitas	52	42	35	45	179
Clark	44	38	39	41	177
Eastern Klickitat	43	50	28	43	174
Warden	47	47	32	45	172
Benton	41	43	29	31	164
Ferry	39	42	37	39	162
Underwood	43	38	30	42	154
Whidbey Island	41	38	28	40	148
Okanogan	43	33	31	39	147
Kitsap	43	32	26	40	146
Pend Oreille	35	40	34	35	145
Pine Creek	39	37	34	32	143
Pacific	37	37	29	37	141
San Juan	41	42	18	38	140
Chelan	40	23	31	28	137
Jefferson	36	39	24	31	135
Mason	39	33	21	36	134
Grays Harbor	18	42	38	22	125
Wahkiakum	33	39	18	32	123
Grant	31	32	21	34	123
Whitman	34	30	20	30	115
Foster Creek	25	24	28	28	110
Cowlitz	29	29	15	24	107
Palouse	25	25	12	20	83
Snohomish	22	22	5	23	73
Palouse-Rock Lake	27	19	4	21	72